

**MINUTES OF THE PROCEEDINGS OF THE
CITY OF COOS BAY URBAN RENEWAL AGENCY**

June 21, 2016

The minutes of the proceedings of the City of Coos Bay Urban Renewal Agency, held immediately following the City Council meeting held at 7 p.m. in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Chair Jennifer Groth and Board Members Fred Brick, Mark Daily, Thomas Leahy, Crystal Shoji, and Mike Vaughan. Board Member Stephanie Kramer was absent. City staff present were City Manager Rodger Craddock, Deputy Finance Director Amy Kinnaman, Library Director Sami Pierson, Community Development Director Eric Day, Wastewater Project Engineer Jennifer Wirsing, Fire Chief Mark Anderson, and Police Chief Gary McCullough.

Public Comments

No comments were given.

Consent Calendar

Chair Groth reviewed the consent calendar which consisted of 2a: approval of the minutes of June 7, 2016, and; 2b: acceptance of the May 2016 combined cash report. Board Member Shoji moved to approve the consent calendar approving the minutes of June 7, 2016 and accepting the May 2016 combined cash report. Board Member Brick seconded the motion which passed with Chair Groth and Board Members Brick, Daily, Leahy, Shoji, and Vaughan voting aye. Board Member Kramer was absent.

New Urban Renewal Business

No new urban renewal business was presented.

Approval of a Façade Improvement Grant for Empire Mercantile

Community Development Director Eric Day presented a façade improvement grant application on behalf of Shawn and Lori Frost/Empire Mercantile for their building located at 640 Newmark Avenue. Mr. Day stated the Design Assessment Team met with the applicant on three separate occasions to review the application and May 24, 2016 recommended approval of the project as revised to comply with the standards and goals for the Empire Waterfront Settlement Design Review District. The applicants proposed to use the façade grant for improvements to the south and west elevations of the existing building including replacement of the existing canopy with a new metal canopy, replacement of the existing ledger stone rock work with new cultured ledger stone, returning the colored cement abutting the sidewalk to the original color, removing the three large vertical windows to create an indoor display and adding three small horizontal windows at the top for lighting. The applicant also proposed replacing the existing T-111 siding with hardie siding and trim; west elevation would be framed in and covered with hardie stucco sheets and entire building would be repainted.

Bids received were \$41,445, \$44,360, and \$55,900. Based on the façade programs 50/50 grant match requirement with a maximum grant of \$25,000 per fiscal year per building, the total grant

Urban Renewal Agency Minutes – June 21, 2016

amount to be considered by the Agency to renovate the exterior of the building was \$21,047 (\$20,722 for improvements and \$325 for design services). Mr. Frost stated he took ownership of the building three years ago; Scott Partney Construction would be completing the improvements. Board Member Daily noted there were two properties located in the vicinity of the Empire Mercantile building that were in need of improvement; suggested staff could reach out to the property owners to offer assistance. Board Member Shoji moved to award a façade improvement grant for \$21,047 to building owners Shawn and Lori Frost for completion of the façade improvements and design services as proposed at 640 Newmark Avenue, Coos Bay, Oregon. Board Member Daily seconded the motion which passed with Chair Groth and Board Members Brick, Daily, Leahy, Shoji, and Vaughan voting aye. Board Member Kramer was absent.

Award of Contract to Re-Roof the Coos Art Museum Building

Wastewater Project Engineer Jennifer Wirsing stated the City recently requested bids for replacement of the Coos Art Museum (CAM) roof with a 60 mil PVC membrane flat roof system. The City received a bid from one qualified bidder, Evergreen Roofing of Oregon, for \$67,414. The original budget to replace the CAM roof was \$100,000. Board Member Brick moved to award the CAM re-roofing contract to Evergreen Roofing of Oregon for a bid amount not to exceed \$67,414. Board Member Daily seconded the motion which passed with Chair Groth and Board Members Brick, Daily, Leahy, Shoji, and Vaughan voting aye. Board Member Kramer was absent.

Executive Session

An executive session was held pursuant to ORS 192.660 (2) (e) for the purpose of discussing real property transactions. No decisions were made.

Adjourn

There being no further business to come before the Agency, Chair Groth adjourned the meeting.

Jennifer Groth, Chair

Attest: _____
Mike Vaughan, Secretary